

DEVELOPMENTAL ASSIGNMENT
STAFF SPECIALIST, TEST, SYSTEMS ENGINEERING AND EVALUATION
(RESOURCES AND RANGES)

BACKGROUND, EXPERIENCE, AND QUALIFICATION REQUIREMENTS

The candidates must be GM/GS-131415s and possess at least a Bachelor's Degree in engineering, the physical sciences, or equivalent. The candidates must be highly experienced in either technology or systems assessment and possess a working knowledge of research and development test planning and execution directives.

Due to the nature of this position, it is highly desirable that the trainee have experience in the following areas:

- a) Planning or reviewing research, development, and acquisition programs.
- b) Budget aspects of programs to include knowledge of the Planning, Programming and Budgeting System (PPBS).
- c) Writing technical reports, background papers, correspondence, and testimony for senior civilian officials.
- d) Contact with senior civilian and military officials.

The trainee should have the ability, to master complex tasks rapidly and accurately, be a self-starter, seek additional assignments, and clearly possess managerial advancement potential. Candidate must possess a Secret clearance.

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DUTIES

This will be a one-year training assignment in the Office of the Director, Test, Systems Engineering and Evaluation. The participants in the training assignment will be under the immediate supervision of the Deputy Director, Test, Systems Engineering and Evaluation (Resources and Ranges) and will participate in the Defense Acquisition Board (DAB) and Planning, Programming, and Budget System (PPBS) processes as related to test and evaluation subject matters.

Duties will include assessing and reviewing the various documents prepared during the PPBS and DAB process (e.g., Defense Guidance, Program Objective Memorandum, Budget Estimates, Program Budget Decisions, Statements to Congress, Test and Evaluation Master Plans, Secretary of Defense Decision Memorandum, Decision Coordinating Papers, Tri-Service Science and Technology Management and Topical Reviews, etc.).

The trainees will work with various members of the staff of the DTSE&E in carrying out these functions, and will participate in communicating the results to the other elements of OUSD(A&T), OSD, and the Services. It will be necessary for the trainees to possess an understanding of military needs and to apply a knowledge of sound business management practices while extrapolating potential technical and budgetary information that may adversely affect test facilities and the advancement of weapon systems.

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STATEMENT OF DUTIES

As Staff Specialist for Test Facilities and Resources, incumbent discharges the Deputy Director, Test, Systems Engineering and Evaluation/Resources and Ranges, responsibilities for the Major Range and Test Facility Base (MRTFB), other test resources and related programs.

Ensures the adequacy of the MRTFB and other test support resources. Recommends expansion and modernization of capabilities to support the test and evaluation of emerging technologies and modern weapon systems developments such as High Energy Lasers. Recommends expansion and maintenance of other resources such as land and water areas and airspace in an environment of domestic and international encroachment. Participates in obtaining and maintaining foreign military operating rights, often in politically volatile areas.

Recommends changes that would lead to greater efficiency, cohesiveness and standardization of use, management and operation of the DoD ranges and facilities that compose the MRTFB. Directs studies and acts on realignment of mission functions, consolidation of workloads, and assignment of weapon system programs for test support.

Insures adequate aerial targets, both quantity and quality, to simulate threat systems during conduct of developmental and operational testing and follow-on training. Reviews requirements and programs to evaluate targets, and acts to correct deficiencies. Directs the consolidation of similar requirements into common multi-Service acquisition programs. Promotes standardization and efficiency.

Prepares and coordinates inputs for OSD planning policy documentation including Mission Area Summaries, RDT&E guidance, Program Decision Memoranda, Six-Year Defense Plans, and Program Budget Decisions. Reviews and recommends adjustments to Military Department program, budget, and apportionment requests to conform with policy direction and OSD fiscal objectives.

Maintains general knowledge of weapon system acquisition programs and detailed knowledge of T&E requirements and resource implications among the test facilities. Reviews Test and Evaluation Master Plans and related test support planning to identify resource deficiencies.

Maintains general and detailed knowledge of all major test facilities including capabilities, workloads, operations, key personnel, and current issues. Maintains knowledge of the technology and technical performance of instrumentation and test support equipment

including radar, optics, telemetry, underwater sensors, threat and environmental simulation devices, ships and aircraft and at-sea testing. Reviews and validates military department programs for acquisition of new capabilities based on need, technical aspects, and affordability.

Represents the OSD to the Range Commander's Council Executive Committee and the Inter-Range Instrumentation Group on matters pertaining to DoD requirements for development, procurement, and standardization of instrumentation and testing methodology.

Interfaces with the National Aeronautics and Space Administration (NASA), Department of Commerce (DOC), and other Government Agencies whose missions relate to or impact operations of the MRTFB. Coordinates DoD and NASA matters related to tracking, data acquisition, and instrumentation including interagency agreements. Negotiates with Department of Interior (DOI) on lease plans for outer-Continental Shelf oil and gas development. Negotiates agreements with FAA on joint support and use of airspace reservations. Coordinates with FAA and DOC on joint development of surveillance, frequency, monitoring and other instrumentation equipment.

Assists and advises the DT&E on policy, technical, financial and operational matters related to test facilities and resources. Represents the DT&E, USD(A&T) and DoD in test support matters with outside activities, other OSD staffs, the military departments, and the field test facilities.

DOD-WIDE TRAINING AGREEMENT
FOR ROTATIONAL ASSIGNMENTS
FOR DEVELOPMENT OF KEY PERSONNEL OF
THE DEPARTMENT OF DEFENSE

Trainee Name:

Training Assignment: Staff Specialist
 Office of the Director. Test, Systems
 Engineering and Evaluation
 (Resources and Ranges)
 Department of Defense. The Pentagon
 Washington. DC 2030 1-3 110

Training Period:

Assignment Number: OSD 99-18

The trainee will be on a one-year assignment in the office of the Director. Test. Systems Engineering and Evaluation. His or her immediate supervisor will be the Deputy Director. Test. Systems Engineering and Evaluation (Resources and Ranges). During the assignment. the trainee will be assigned to a variety of duties that will broaden his/her perspective of the issues involved in the DoD acquisition process, technology base assessment and test, systems engineering and evaluation strategies, policies, and programs.

I. OUTLINE OF TRAINING PROGRAM

1. Objective: To provide a broad knowledge of test. systems engineering and evaluation support activities at the Office of the Secretary of Defense level and become familiar with the operations. capabilities, deficiencies and programs of the major test facilities.

Approach: Trainee will perform duties of a regular full-time staff specialist and be assigned primary responsibility for several T&E facilities and resources.

2. Objective: To provide a comprehensive insight into the technical issues involved in modernizing and maintaining an adequate Defense Test. Systems Engineering and Evaluation resource.

Approach: Trainee will be involved in evaluating, validating and advocating military department investment and military construction programs. Alternatives will be developed and evaluated: decisions will be coordinated and promulgated to the Military Departments.

3. Objective: To provide experience in the DoD planning, programming and budgeting system.

Approach: Trainee will directly participate in formulating, prioritizing, budgeting, and apportioning of financial resources for his/her programs.

4. Objective: To provide broad experience in adapting to and solving special or unusual problems associated with maintain-ing the viability of the DoD test, systems engineering and evaluation capabilities,

Approach: Trainee will be responsible for resolution of a variety of issues within his/her cognizant area such as encroach-ment problems. negotiating foreign use right. reprogramming actions. and mission realignments and consolidation.

5. Objective: To participate in the T&E assessment process for a DAB milestone of a major program.

Approach: Trainee will work closely with another office within the Deputy Under Secretary of Defense (Acquisition & Technology). Test, Systems Engineering and Evaluation organization and assist in gathering and analyzing data. preparing and coordinating assessments. and attending relevant meetings.

II. **OFFICIALS RESPONSIBLE FOR THE PROGRAM:** The Director of Civilian Personnel of the parent organization and the Director of Personnel and Security, Washington Headquarters Services. are responsible for the program’s direction and control. Trainee’s salary for the duration of the assignment and travel and transportation costs to and from the training site are the responsibility of the trainee’s parent organization.

III. **FLEXIBILITY PROVISIONS:** The training program may be modified as necessary. based on the progress and mission needs. including the training period dates.

IV. **EVALUATION OF TRAINEE’S PROGRESS:** The Deputy Director. Test. Systems Engineering and Evaluation (Resources and Ranges) will evaluate trainee’s performance at the end of the training period. The evaluation will be discussed between the supenisor and trainee and be forwarded to the sponsoring military. department for inclusion in the trainee’s personnel record.

V. **STATUS AT COMPLETION OF PROGRAM:** Upon completion of the training period. the trainee will return to his/her normal duties with the parent organization.

COORDINATION:

Trainee	Date	Dr. Patricia A. Sanders Deputy Director. TSE&E Resources and Ranges	Date
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Supervisor of Trainee	Date	Director for Administration. OUSD(A&T)	Date
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APPROVAL:

Director Civilian Personnel (Parent Organization)	Date	Janet E. Thompson Director , Personnel & Security	Date
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